

Adopted on July, 10, 2023

**CAMARILLO QUILTER'S ASSOCIATION (CQA)
BOARD OF DIRECTORS' MEETING MINUTES**

Monday June, 12, 2023

CALL TO ORDER

The meeting was conducted by CQA Vice-President, Joey Strait, in the absence of President, Barbara Witman, by ZOOM interface and called to order at 9:34 a.m..

PRESENT:

Voting Members:

**President – ~~Barbara Witman~~*

**Vice President – Joey Strait*

**Treasurer – Patricia Wood*

**Secretary – Barbara MacDonald*

**Director, Speaker Contracts –
Tedi Patterson*

**Director, Speaker Hospitality – ~~Lou Dunne~~*

**Director, Workshops – Vanessa Buescher*

**Director, Ways and Means – Kelly DuBois,
~~Sue Hilliard, Marsha Morrow~~*

**Director, Membership – Jan Hunter/~~Pat
Hibner~~*

There is a quorum

**Denotes voting member Line through denotes not present*

Non-Voting Members:

Block of the Month—Lisa Gorski

Communications—Jennifer Bower

Newsletter—Jennifer Bower

Facilities—Jonal Beck

Library—Susan Luberto

Hospitality—Sandy Cornelius

Quilt Show—Cheryl Collart

Small Groups—Vicki Geiger

Travel—Thelma Atkinson

*Website—*Joey Strait*

CONSENT CALENDAR

Approval of minutes of the previous Board Meeting:

Jan Hunter: Moved to approve the minutes of the previous board meeting as presented. Seconded. Motion passed.

Approval of minutes of the previous General Meeting:

Barbara MacDonald: Moved to approve the minutes of the previous general meeting as presented. Seconded. Motion passed.

UNFINISHED BUSINESS

Clarify Free Workshop Coupons from Ways & Means are valid for 12 months from date of issuance.

(Unfinished Business cont.)

Kelly Dubois: *Moved to approve the Ways & Means Workshop coupons as valid for 12 months from the date of issuance.* Seconded. Motion passed.

NEW BUSINESS

Discussion Preceded Motions:

1. Regarding the number of Workshop Coupons to be given to Ways & Means annually, which currently stands at 4 per calendar year.
2. A second discussion taken up during this period was the Workshop Coupons need a face value of \$35.00 printed on the coupons. A third concern was in the event of a more expensive workshop the \$35.00 value of a workshop coupon may be applied to the cost of more expensive workshop and the remaining balance of the workshop fee will to be paid by the user of the coupon.

Vanessa Buescher: *Moved that the value of a workshop coupon is \$35.00 and should be printed on the coupon as such.* Motion seconded. Discussion preceded motion and continued inside of motion. Motion approved.

Kelly DeBois: *Moved that the Ways & Means Committee allotment of Workshop Coupons should be increased from 4 to 9 workshop coupons, one coupon for each time the Ways & Means Committee meets at the general meeting.* Motion seconded. Discussion preceded motion and continued inside of motion. Motion approved.

Thelma Atkinson: *Approval of Central Bus Tour in October.*

Jennifer Bowers: *Motion to approve Central Bus Tour in October.* Motion seconded. Discussion preceded motion and continued inside of motion. Motion Approved.

Proposal for the event was submitted via email and distributed to Board Members preceding this meeting. Request made for 50% down payment made to the bus company. The general meeting will vote on the amount of \$1380.00 as requested for the bus.

SEQUENCE OF AGENDA FOR TOMORROW'S GENERAL MEETNG:

Business — Reports; No Raffle; Comfort Givers' Presentation

OFFICERS' REPORTS

President – Barbara Witman (Absent):

Vice President – Joey Strait (Sitting in for Barbara Witman/President):

Joey is the local representative for SCCQA. She updated our current slate of officers on the website. Joey is chairing the CQA University. There are currently 4 presenters, and Joey is hoping for 5. There will be 20 minute rotation cycles through the tables clinics presented. Presenters will bring the supplies they require.

Treasurer – Patricia Wood:

Summary of Accounts Held: Checking —\$14,890.07; Savings—\$33,645.15; CDs—\$18,809.37. Total Banking Account—\$67,344.59. Barbara Whitman inquired about reimbursement for bags she bought. Recommendation from floor was to save the bags for future use. Jan Hunter passed on inquire regarding from Dudley House Small Group if batting was still available for Community Quilts. A request to all was made to save

Hobb's Batting UPC labels. Patricia said there were two budget items: \$100.00/supplies and \$800.00/batting.

Secretary – Barbara MacDonald:

Barbara suggested it might be time to consider a review of the Procedures Manual. Last updated in 2019.

BOARD OF DIRECTORS' REPORT

Director, Membership – Jan Hunter, ~~Pat Hibner~~

Last meeting; Sign-ins—105; Guests—3; New Members—5; Renewals—160. Expects close to 230 membership. Jonal Beck retrieves mail and will give Jan any renewals received. The checks will then be given to Patricia Wood, our treasurer.

Director, Workshops – Vanessa Buescher;

There are currently 2 sign-ups for the Piñata Workshop with Gloria Molina. September Workshop: Material Matrix; Sandra Bruce the sample is here and advertisement will begin at General Meeting tomorrow.

Vanessa Buescher: *Motion to reduce current cost of a workshop from \$80.00 to \$50.00 for non-members.* Motion seconded. Discussion preceded motion and continued inside of motion. Motion passed.

Director, Speaker Hospitality – Lou Dunne. Absent/No Report

Director, Speaker Contracts – Tedi Patterson

1. July speaker, Gloria Molina has passed from a long illness. Gloria Florez from East L.A. Guild will be our speaker. Representatives from her guild will be at the workshop in lieu of Gloria Molina.

2. Sept 2023, speaker Sandra Bruce, omitted from the Speaker/Program list. Joey corrected the omission on our website. This is an in-person workshop. This speaker is highly sought after.

3. Nov 2023 speaker, Verushka Zarate. Will also honor contract prices quoted last year despite an increase in her fees. Contract has been signed. She is honoring \$50.00 kit agreement. Kits are now \$80.00.

4. January speaker, Christina Bono, has not responded to numerous contact attempts. Tedi asked for advice regarding moving on to another speaker.

Treasurer, Patricia asked that speakers be reminded she must have an invoice before she issues a check to them. Speaker provides W9.

Director, Ways and Means – Kelly DuBois, ~~Sue Hilliard, Marsha Morrow~~

Kelly DuBois reported proceeds from Silent Auction for Ways & Means.

Joey Strait suggested each member of Board of Directors create a checklist for their duties and responsibilities in effort to improve the network of communication between the CQA Network. Thelma Atkinson added that we each have Job Descriptions we can review in this process.

STANDING COMMITTEE CHAIRPERSONS' REPORTS

Block of the Month – Lisa Gorski: New block is out. She has proposed a new small group for Block of the month to get people started on them.

Historian – Position Vacant

Comfort Givers – Pamuela Hodson: Absent/No Report

Communications – Jennifer Bower: No Report. Jonal Beck:

Reported that Comfort Givers have requested that people know how to bind a quilt and be directed to link(s); Elenor Burns website for binding instructions and that source be added to the newsletter.

Facilities – Jonal Beck:

Jonal and Joey discussed table needs and arrangement of tables for tomorrow's meeting. There will be 7 speakers. Zoom equipment has been purchased for \$283.97. She will provide an invoice to Patricia for reimbursement. Jonal hopes to have equipment up and running and suggested the idea that equipment may be returned if not compatible.

Library – Susan Luberto: Requested suggestions for book recommendations.

Member Hospitality – Sandy Cornelius: Sandy said she has key to the storage for hospitality items. Susan Luberto will participate in setting up with her at meetings. Sue Wilson may use the items for her retreat.

Newsletter – Jennifer Bower, no report.

Quilt Show – Cheryl Collart: Joey reported no venue had been determined. Jonal reported there would be a meeting at the end of June perhaps at the community center. Cheryl returned to meeting: 1. Assumes a \$5000.00 budget. 2. Awaiting approval of a large room at the Camarillo Community Center. 3. Continuing to recruit helpers. 4. Meeting to be set sometime in June/July. 5. Proposed that Board Members automatically be included in her group emails.

Small Groups – Vicki Geiger:

Two new groups have been added. Vicki visits groups and sends thank you notes to each group she visits. Noted Kathy Adams has a very developed small group. Suggested there be a note in the newsletter regarding "How to Submit Information" to the newsletter. Lisa Gorski has proposed a "Block of the Month" small group. Pending is decision on location, day and size of the group. Vicki asked when the next Roster update will be. Jan Hunter said it should be updated and available within a week's time.

Storage Unit Manager – Uela Hodson Absent/No Report

Travel – Thelma Atkinson: Initially reported the June retreat numbers were low. Other members reported their information was that it was nearly full. Thelma will confirm and report at general meeting tomorrow, Tuesday.

Website – Jennifer Rapacki, *Joey Strait: No Report

Social Media Maven(s) – Pam Dransfeldt [Facebook] and Paula Hoffman [Instagram]:
Absent/No Report

UFO Challenge – Anne Sidell: Absent/No Report

Zoom Guru – Jane Osborne: Absent/No Report

ADJOURNMENT – 11:35 a.m.

Minutes respectfully submitted by:/s/ Barbara MacDonald, CQA Secretary